

Security InformationOFFICE OF RESEARCH AND REPORTSStaff Meeting Notes

(Meeting held on 17 December 1952, 2125 "M" Building)

SubjectDiscussionActionDaily Diary Dissemination

25X1A9a [REDACTED] pointed out that the Daily Diary is used for expediting important notices to all of ORR, and must reach everybody promptly. It is impossible to provide each analyst with a personal copy. OAD/RR will tighten deadline for submission of items and inform division chiefs when to expect receipt of the Diary. St/C will deliver to divisions in "M" and "Q" Buildings and to Chief, G, by special messenger. Division chiefs will make their own provisions for dissemination to and within their branches.

OAD, St/C, division chiefs, as indicated.

25X1A9a [REDACTED] announced that DD/I had directed that files containing seven or more copies of the RR Daily Diary would be classified Top Secret.

All recipients of RR Daily Diary.

Christmas Parties

25X1A9a [REDACTED] emphasized the importance of Office Notice R52-65 relative to liquor in public buildings.

All division and branch chiefs to enforce.

Staffing During Christmas Holidays

25X1A9a [REDACTED] announced a ruling from DD/I that Saturday, 28 December, will be considered a Sunday for staffing purposes. Stricter home-telephone availability will be required, however, for this day.

OAD to issue Office Notice.

25X1A9a [REDACTED] also informed the group that 2028 "Q" Building will be the only entrance to the special center from 25 through 28 December.

Items of Current Intelligence

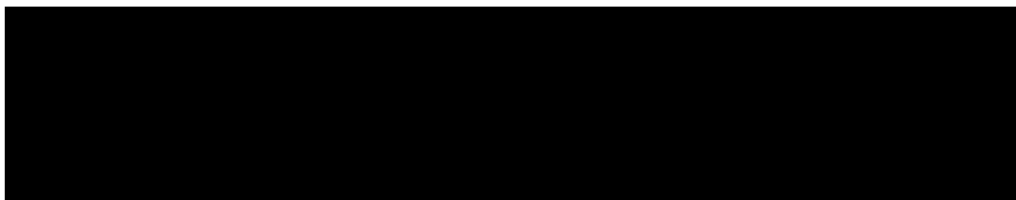
Various division chiefs brought to the attention of the group current intelligence items of general interest.

None

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25X1C8c



Analysts desiring
25X1C8c with Mr.
see Mr.
Och/C.
25X1A9a

ORO Visitors

25X1A9a [redacted] informed the group that General Barber and Dr. Guill from ORO have arrived for an exploratory trip through ORR in order to obtain information on Soviet Bloc and US comparison summaries.

D/A to consult with visitors and arrange interviews with interested division chiefs.

Escort Problem

25X1A9a [redacted] pointed out the various problems connected with escorting electricians, carpenters, etc., through the special area.

St/A to study problem.



25X1A9a

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